



Town of Hilton Head Island  
**Parks & Recreation Commission**

Thursday, March 12, 2020 at 3:30 p.m.  
Benjamin M. Racusin Council Chambers

## **MEETING MINUTES**

**Present from the Commission:** Ray Kisiah, Paul Boes, Jack Daly, Mike Ray, Jerry Okarma

**Absent from the Board:** Caroline Rinehart, Thomas Dowling

**Present from Town Staff:** Marcy Benson, Jennifer Ray, Taylor Ladd, Shawn Colin, Chris Darnell, Julian Walls

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**1. Call to Order**

Chairman Kisiah called the meeting to order at 3:30 p.m.

**2. Pledge of Allegiance to the Flag**

**3. FOIA Compliance** – Public notification of this meeting has been published, posted, and mailed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

**4. Approval of Minutes** – Meeting of February 13, 2020

Commissioner Okarma made a motion to amend the Parks & Recreation Commission meeting minutes for February 13, 2020: **page 2 Community Profile** – *suggested the sentence read: Hilton Head Island has a unique community profile consisting of a lot of second home owners, tourist season and an aging demographic.* And on **page 5** of the February 13, 2020 minutes: **Recommended Improvements:** *It is recommended that a few larger specific projects be selected for improvement so to have something substantial in the outcome rather than sprinkling a small amount of money across the whole park system.* Commissioner Daly seconded the motion to amend the minutes. The motion passed to approve the amended minutes unanimously.

**5. Appearance by Citizens** –

Mr. Bob Soltus inquired about the status of the referendum that Town Council postponed and the status of the Parks and Recreation Master Plan. Mr. Soltus also asked about pickleball courts and stated we consider pickleball to be an improvement not something new.

Chairman Kisiah replied the referendum and the master plan will be discussed later in this meeting when Town staff gives an update.

Mr. Frank Babel stated he attended the March 9, 2020 Town of Hilton Head Island's Capital Improvement Program Committee meeting and reported on some of the topics discussed at that meeting.

The recently formed Beaufort County Task Force is in the process of identifying and prioritizing routes for bicyclists and pedestrians and when finalized it will go into the Beaufort County Comprehensive Plan.

Mr. Babel reported the Bicycle Advisory Committee is creating several subcommittees and assigning different aspects for each subcommittee to focus on in order to delegate some of the responsibilities.

## **6. Reports**

### **a. Update**

At the March 12, 2020 Special Workshop of the Parks & Recreation Commission and the Parks & Recreation Task Force, Ms. Jennifer Ray discussed Town Council was considering a referendum to fund many projects including the big three parks coming out of the master plan report as part of the referendum to be voted on in May of 2020. Town Council made a decision to pull back that referendum and have targeted November of 2021. At this time Town Council has not taken action on an ordinance to move the referendum forward and right now that is a tentative working date. We are still looking at the same project list and as of right now we will continue to move forward and gather information. What we were hearing is that there was just not enough information out there for people to know how these projects were identified. Specifically to parks and recreation Town staff is planning to include in the CIP for this upcoming year a request to do the master planning, a more detailed level of work for the redo of Chaplin Community Park, Crossings Park and the Mid Island Tract (what was the Port Royal Tract or Planters Row). There will still be a community engagement process to have the public come in and look at those projects and tell us specifically what should go into those parks so when it is time to vote everyone will have more information.

Chairman Kisiah stated he is glad the CIP Committee is moving forward on recommending specific site plans get done. Chairman Kisiah said he would entertain a motion to support that activity and to go ahead and allocate funds to do these master plans.

Commissioner Daly made a motion stating the Parks & Recreation Commission supports the recommendation of allocating funds so Town staff can move forward with master planning and concept development of Chaplin Community Park Renovation, Crossings Park Renovation and the Mid Island Track Park. Commissioner Okarma seconded the motion. The motion passed unanimously.

Chairman Kisiah stated we must engage the public and create these site specific plans then people will understand what they are going to be voting for regarding parks and recreation as well as the improvements that are going to happen with parks. If we do it in a manner that is transparent with a lot of public participation in the decisions for the plans, you not only come out with a good product but also develop support for the passing of the referendum.

Commissioner Okarma stated there should be an information sheet that describes each project people are voting on.

Ms. Ray reported there is a lot of documents and resources on the Town website about the referendum and descriptions of the projects and funding. Ms. Ray agreed an information sheet could be produced.

Chairman Kisiah stated this Commission needs to recommend to Town Council that they go ahead and move forward in getting the referendum scheduled. Then the education pieces about the referendum can be given to the public and then funding can be appropriated to help with that.

Commissioner Okarma made a motion that the Parks & Recreation Commission recommend supporting Town Council to identify a date (as soon as practical) for the referendum in 2021; to identify appropriate funding sources; inform the public in better detail about the items that will be included in the referendum or will be resulting from the referendum; the development of the master plan for Chaplin Community Park along the lines recommended by LOSE Design to include the pickleball complex and supported by funds where appropriate. Commissioner Daly seconded the motion. The motion passed unanimously.

## **7. Unfinished Business –**

## **8. Park Updates**

### **a. Celebration Park Update**

Mr. Chris Darnell presented an aerial map of the construction site and described in detail each element of the park and the progress of each element of the park. The park is approximately 40-45% complete with under six months remaining. The entire park is expected to be complete in August 2020. The water feature is behind schedule we are working to get that up to speed. Mr. Darnell revealed pictures of the other features being constructed.

### **b. CIP update**

Ms. Ray reported on the following CIP items:

- The bids for the restroom building at Crossings Park will be advertised in early April with a notice to proceed in July and then substantial completion in September/October timeframe.
- The playground and parking expansion at the Sailing and Rowing Center is funded as a CDBG project. The parking area should be starting within the next two weeks. Town staff is working on a contract for the playground.
- The lighting at Chaplin Park soccer field is on hold due to the budget cost being significantly different than what the manufacturer said it would take to light that area. But now that staff will be detail master planning and there is the possibility some fields will be shifting around between different parks, we believe it is best to hold off on that investment until we know for sure where those fields will be going.
- Town staff will be meeting with the Hilton Head Baseball Association to discuss the batting cages.

Ms. Ray also reported on some of the recommendations from the CIP Committee meeting on March 9, 2020. Under Park Development they recommended master planning and concept development for Chaplin Park, Crossings Park and Mid Island Tract Park. Under Park Upgrades: picnic shelter at Barker Field Ext, Jarvis Park Playground, Island Recreation Association – capital requests.

Taylor Family Property Park and Patterson Family Property Park were identified as CDBG but may need some CIP funds as well.

These recommendations will go to the full Planning Commission for review and then through the budget process cycle.

**9. Park Commissioner Comments**

**10. Adjournment**

There being no further business, the meeting adjourned at 4:40 p.m.

**Submitted by:** Eileen Wilson, Secretary

**Approved:** July 23, 2020